



STATE OF DELAWARE
DEPARTMENT OF ELECTIONS

MINUTES

Preparation and scanning of Presidential Primary absentee ballots April 22, 2016

ATTENDEES: Anthony Albence, County Director, Howard Sholl, Deputy County Director, Office staff and augmentees, no one from the public or media attended.

County Director Albence called the meeting to order on April 22 at 10:10 a.m. County Deputy Director Sholl administered the oath, instructed the staff and augmentees on the procedures, and assigned teams.

The teams reviewed and prepared the ballots that the New Castle County Office had received as of Close of Business on April 21.

County Director Albence recessed the meeting at 3:45 p.m. until 9 a.m. on April 23, 2016.

County Director Albence reconvened the meeting at 9 a.m. on April 23, 2016. No one from the public or media attended.

The teams scanned the ballots that they had prepared on April 22, and prepared the ballots that the New Castle County Office had received on Friday.

County Director Albence recessed the meeting at 1:30 p.m. until the call of the chair on Monday, April 25. He thanked the augmentees for their service since office staff would complete the scanning and preparation on Monday and Tuesday.

County Director Albence reconvened the meeting at 3 p.m. on April 25, 2016. No one from the public or media attended.

The Staff prepared ballots that the New Castle County Office received on Saturday, Sunday and Monday.

County Director Albence recessed the meeting at 4:45 p.m. until April 26, 2016.

County Director Albence reconvened the meeting at 9:30 a.m. on April 26, 2016. No one from the public or media attended. Three of the Election Day staff took the oath. The teams scanned the ballots that the New Castle Office had received on Friday, Saturday, Sunday and Monday.

[HTTPS://IVOTE.DE.GOV](https://ivote.de.gov)

STATE ELECTION COMMISSIONER
905 S GOVERNORS AVE STE 170
DOVER DE 19904
PHONE: (302) 739-4277

NEW CASTLE COUNTY OFFICE
CARVEL STATE OFFICE BLDG
820 N FRENCH ST STE 400
WILMINGTON DE 19801
PHONE: (302) 577-3464

KENT COUNTY OFFICE
100 ENTERPRISE PL STE 5
DOVER DE 19904
PHONE: (302) 739-4498

SUSSEX COUNTY OFFICE
119 N RACE ST
PO BOX 457
GEORGETOWN DE 19947
PHONE: (302) 856-5367

STGP001 v1.1 7/7/2015



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The staff and Election Day workers prepared and scanned received on April 26. Mr. Dunworth tallied the decks at 8 p.m. and exported the absentee result files. He emailed the results file to the State Election Commissioner's office at approximately 8:15 p.m.

County Director Albence adjourned the meeting at 8:20 p.m.

HOWARD G. SHOLL, JR.
Deputy County Director